



2009 HIGHLIGHTS

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Our Vision:

“Manistee will be the community of choice on the Northwest Michigan coastline with a strong, diversified economy providing opportunities for all...a city whose prosperity continues into the future.”

Our Purpose:

“The purpose of the Manistee City Council is to provide direction for the community on behalf of its citizens. The Council will achieve this through exemplary leadership, being accessible and approachable for all, upholding policy, ensuring financial stability, and providing citizens safety, economic opportunity and a better quality of life.”

Strategic Mission:

“To competitively position the City of Manistee as the community of choice and destination for businesses, industry, tourists and families.

Three Year Strategic Goals (SG#)

1. *Economic Development & Jobs.*
2. *City Infrastructure.*
3. *Beaches, Parks & Recreational Areas.*
4. *Financial Stability & Continuous Improvement.*
5. *Intergovernmental Relationships.*
6. *Housing, Homelessness & Senior Citizens.*

A Message from the City Manager...

Each year before writing the year's message, I always take a few minutes to read last year's message. Much of 2008's message focused on the State, National and World economy. 2009 brought a new sense of hope on both the National and World economy with new growth in housing, significant gains on Wall Street, and what appears to be slightly more confidence in consumer spending. Whereas both the Nation and World economy appears to be moving forward, I fear the same cannot be said for the State of Michigan. Significant revenue shortages have left the State in a quandary as to how to balance the State budget and what impacts this will have on those agencies dependent on State funds. Since 2000, State Shared Revenue has been declining from slightly over one million dollars to an anticipated \$687,000 in fiscal year 2009-2010. This is a reduction of more than \$300,000. Considering this decline over the past nine years, it would be safe to say more than 1.5 million dollars in revenue has been lost to the City. When you accompany this with declining property value and lack of new construction, it is quite amazing that the City has been able to maintain its current Fund Balance and levels of service to citizens. These declining revenues also were the primary rationale for the Operational Services Assessment which will be of primary importance in 2010.

Even with the complexities of the State economy, the City of Manistee had a successful year. In 2009 the City was able to finalize all of the 2008 FEMA projects, take possession of Sand Products Corporation's portion of Man-Made Lake, upgrade the Ramsdell Theatre roof, repave 3½ miles of City streets, and install barrier free lifts at the Municipal Marina. Several projects slated for 2009 were delayed at the State level and are anticipated for 2010 and the following years which include upgrading the Municipal Marina building, upgrading the Arthur Street launch ramp, complete engineering for Phase II Maple Street Bridge electrical upgrades, CSO upgrades at Jones Street, truck route road improvements and Industrial Park road improvements. The future will be busy!

Finally, the City continues to be dedicated to the philosophy of cleaner and greener through a higher level of maintenance throughout the City's parks system and public property areas, even with reduced staffing levels.

The entire community should be proud of the accomplishments of 2009, what a year! I look forward to the challenges and opportunities of 2010.

Mitchell D. Deisch, City Manager

CONSTRUCTION

1. On Thursday evening, June 12, 2008, the City of Manistee and surrounding counties were devastated by a storm event that caused widespread damage. The County and the Governor's Office made an Emergency Disaster Declaration. The storm brought 80 mph straight-line winds, a tornado and more than 8 inches of rain to the area which resulted in hundreds of fallen trees, washouts, heavy accumulation of trash and debris on beaches and many homeowners sustained damage to their residences. President Bush declared a federal disaster area and FEMA was brought in to mitigate. Harbor Drive repairs were completed on an emergency basis as was storm debris and other public safety items.



Cleanup efforts continued into 2009 with construction repairs of Twelfth Street adjacent to Manistee High School, guard rail and bank stabilization at Third and Tamarack, and the bank stabilization and cul-de-sac at the west end of Twelfth Street. All remaining storm damage projects have been finalized and reimbursement funds from FEMA and NCRS have been requested. **SG#2**

2. In late 2007 it was discovered that the access road to the Sixth Avenue Pump Station had deteriorated and was near failure. Molon Excavating completed Phase I for \$299,786 in 2008. Phase II lift pump installation was anticipated for 2009. During the design process an easement issue was discovered with adjacent property owner. Settlement reached after several months of negotiation. Phase II construction is now anticipated in 2010. **SG#2**
3. HVAC Design Services Agreement for the Ramsdell Theatre awarded to Fishbeck Thompson Carr and Huber in the amount of \$29,775. **SG#2**



4. Ramsdell Roof Bid was awarded to Lakewood in a not to exceed amount of \$491,704. Construction began in the fall. This project will repair all exterior elements of the roof structure including rain gutters and dentils. Financed through a 7 year installment purchase from West Shore Bank. Project completed in early December at a final cost of \$425,000. **SG#2**
5. Awarded contracts to Gallagher Asphalt and Elmer's Construction for recycling and rehabilitation of city streets (ultra-thin overlay over the hot in place process) at a cost of \$416,091.63 in conjunction with the Street Assessment Management Plan. City of Manistee and Abonmarche hosted other Michigan communities interested in the process for a demonstration in May. **SG#2**
6. Gate Valve Easement granted to DTE/MichCon on the southeast corner of Duffy Park.
7. Construction of two Barrier free lifts (one mechanical/one manual) was completed in the spring at the Municipal Marina Helminski Construction for a cost of approximately \$13,000 with grant funds from the Access to Recreation Association. Dedication held August 18 and included a special charter fishing trip. **SG#3**
8. Worked with Rietz Park stakeholders on the removal and replacement of dugouts. This volunteer project worked in conjunction with City funds and materials. The Manistee Saints celebrated their 75th Anniversary at the park in May. **SG#3 & #5**
9. Municipal Marina Building. Approved MDNR Grant in Aid Agreement for Phase II Improvements \$174,000 / Local Match \$185,000. Project will commence in 2010. **SG#2 & #3**
10. Arthur Street launch ramp improvements were approved in early 2009. However due to lengthy reviews by the State and USACOE, the project will be contracted in 2010. **SG#3**
11. City was notified that they were listed in the fundable range for SRF / DWRF funding. Notice of Intent public hearing scheduled for January 2010, with construction of the Jones Street combined sewer separation taking place in the summer of 2010. **SG#2**
12. Maple Street Bridge Electrical Updates - Received enhanced State Local Bridge grant for approximately \$980,000 of the 1.2 million dollar Phase II

Maple Street Bridge improvements. Funds will be available in October of 2011. SG#2

13. 2008/2009 Sidewalk Replacement Program awarded to Professional Concrete Construction, replaced 483 slabs. SG#2
14. Initiated Crack Seal Program as part of the Street Asset Management Plan, one phase completed. Primary area to receive the treatment was the Northside. SG#2
15. Undertook additional emergency repairs (Elmer's Sprayroq treatment) to the Jones Street Outfall. Several recent failures threatened the outfall and railroad. Will be addressed in the Jones Street CSO Project. SG#2
16. Worked with Joslin Cove Developers on outstanding issues with their condo project that included a water main loop under US-31. Developers are responsible for all associated costs, including engineering. Bids received for Joslin Cove water main loop. Awarded to Meyers Construction in the amount of \$29,722. Additional escrow funds required from developer. Not received prior to the close of the construction season. Project will be completed in spring 2010. SG#2
17. Beach Aid Stations were constructed with a direct Central Dispatch 911 callbox and solar-powered emergency signal light. Located adjacent to barrier free walkways at both beaches. Anticipating further safety emergency equipment, flags and signage for next year. Funded through a grant of \$14,000 from the LRSB, the Evening Rotary Club donated \$2,000, and the 9-1-1 Board donated \$2,000 toward construction costs. SG#3
18. Ramsdell Theatre Hardy Hall renovations were completed in late summer. The project involved installing acoustic, self-healing wall panels, refurbishing several doors, electrical work, refinishing the entry steps and landing, and installing a keyless entry system.

GOVERNANCE

1. 2009 - 2010 Fiscal Year Budget was approved. Presented March 17, public hearing held April 21, work sessions held April 7 and April 14. Adopted May 5, 2009 and includes a \$5,160,000 General Fund Budget. Millage was set at 16.9457 mills for the General Fund and 1.5 mills for the Refuse Fund. There was a 4.4% rate adjustment to water and sewer; charges established at \$2.60 and \$5.20 per 1,000 gallons respectively. The five-year Capital Improvement Plan was incorporated into the Budget Document. Extensive time dedicated to the continued discussion of refuse millage / collection. The national and state financial crisis affected budget figures and resulted in the elimination of two DPW employees through attrition.
2. Approved budget amendment 2009-01 for fiscal year end in June. Required by law to ensure actual expenditures do not exceed budgeted amounts.
3. Awarded three year audit bid to David Wilson, CPA (agreement includes two-one year extensions. June 30, 2009 audit was presented to City Council on October 6, 2009. The audit shows a General Fund Balance of \$853,777 - an increase of \$129,349.
4. There was no further Headlee Rollback on 2009 maximum authorized operating millage rate for FY 2009-2010. Council approved 16.9457 operating mills for 2009, as it was in 2007, not levying the additional mills allowed by law.
5. Three Council seats were up for election in November. Candidates on the ballot were: Second District Cyndy Fuller and Kathy Fenstermacher, Fourth District Ilona Haydon, and Sixth District Richard Mack. At the Organizational Meeting in November, the City Clerk sworn in Ilona Haydon and Richard Mack; Cyndy Fuller accepted a position with the AES, creating a vacancy. Vacancy was advertised. Special Election being scheduled for next May. Council elected Ilona Haydon as Mayor and Colleen Kenny as Mayor Pro-Tem.
6. Annual Goal Setting: Continued the Strategic Plan process. Council and Department Directors met with community stakeholders on February 10, 2009 to solicit input on the Council's vision to "be the community of choice on the Northwest Michigan Coastline." Council and Staff met again on March 31 to review the information compiled from the Community Forum. The updated Strategic Plan was presented to Council and adopted May 12, 2009. Strategic Plan reviews and updates will continue. Initiated 2010-2011 updates in October and November.

7. Mayor Fuller, Mayor Pro-Tem Hornkohl, and Councilmember Richard Mack participated in the March MML Capital Conference.
8. City Manager Mitch Deisch attended the MML Region VI meeting in Mackinaw City.
9. State Dept. of Labor & Economic Growth performed an Energy Audit on City facilities. The report indicated that almost all city-owned facilities are performing better than average for similar structures. There are additional energy saving mechanisms that can be implemented. **SG#4**
10. Mayor Fuller, Councilmember Mack, and City Manager Mitch Deisch participated in the MML Annual Conference in September. Manistee participated in the MML Scholarship Silent Auction with a walking stick prepared by Ken Jilbert. Mayor Fuller was the City's voting delegate.
11. Conducted Mayors Exchange Program with the City of Frankenmuth in May/August. This is an annual opportunity to learn and network with other Michigan municipalities. **SG#4**
12. Bylaw Review and Approval: Planning Commission in April, Parks and Beautification in September; all boards and commissions were instructed to amend bylaws to include consistent member absence language. Bylaws are reviewed annually by respective groups, and if amended, forwarded to Council for review and approval.
13. Two elections were held in 2009: School election in May and the General Election in November.
14. City Manager participated in West Shore Hospital Strategic Planning meeting. **SG#5**
15. Renewed four year agreement with County Prosecutor, provides legal representation for code and ordinance violations and state statutes, which are by definition misdemeanors and felonies. **SG#5**
16. Working with Housing Commission on Sixth Avenue storm water control issues. Right-of-way acquisition needed for replatting. **SG#2 & #5**
17. Parks Commission and Beautification Committee continued to have membership and quorum issues. Met in joint sessions due to similar interests and activities. An ordinance to combine was drafted, reviewed and

ultimately approved by City Council on June 16, 2009. New members were appointed and new bylaws were drafted.

18. Awarded two-year concession stand agreements for both beaches. **SG#3**
19. Applied for and was granted the third seat on the Local Revenue Sharing Board. This process occurs every two years according to the compact. The City of Manistee is the third most impacted governmental unit. **SG#5**
20. Approved Intergovernmental Cooperation Agreement between the City and Manistee Area Public Schools covering outstanding issues associated with the construction of the new high school on Twelfth Street including wellfield road easement, looped water main easement, transfer MAPS parcels to City for right-of-way, storm sewer easement, transfer of sanitary sewer main, and street vacation. Multi-year process, finalized in November. **SG#2 & #5**.
21. Youth observers continue to serve on various boards and commissions. **SG#1**
22. Oil and Gas Board hired Bartlett & Co. in March as their investment advisor following the plan set forth once SB 658 Oil and Gas Legislation was passed by the State of Michigan. **SG#4**
23. Participated in annual Fire Prevention Festival held October 3, 2009. Worked with nine other fire departments to provide fire safety education for more than 160 children. **SG#5**
24. Participated and assisted in annual community festivals and events.
25. City Manager Mitch Deisch participated in AES Executive Director search. Former Mayor Cyndy Fuller accepted a position as AES Director as of October 19, 2009. **SG#5**
26. City Manager Mitch Deisch participated in MRA Director search. Hired Vickie Sheffield who started in April. **SG#5**
27. Mayor Cyndy Fuller and City Manager Mitch Deisch participated in DDA Main Street Director search. Hired Travis Alden who started in January. **SG#5**
28. Continued to work with MDNR to protect nesting sites of endangered Piping Plovers north of Fifth Avenue Beach. This was the second year that the Piping Plovers selected this site. **SG#5**

29. At the request of citizens, Police Department investigated obtaining a deer reduction permit through the MDNR. After extensive discussion and concerns about liability, selected locations, and whether this would solve the problem; Council motion failed to approve the MDNR permit.
30. Entered into an agreement with Michitree for a timber harvest/sale on 320 acres of City property along M-55. Bids were solicited, Atwood Timber & Lumber was awarded the bid in the amount of \$51,623. SG#4
31. Volunteer Recognition Reception held on April 20 at the Boat House Grill for members of all City boards and commissions to thank them for volunteering their time and talents on behalf of the City.
32. Tours of City Hall were provided by the Mayor and City Staff for several groups of area students.
33. Received a Silver Level Promoting Active Communities Award from the Governor's Council on Physical Fitness.
34. Entered into a one year Reciprocal Law Enforcement Agreement with the Little River Band of Ottawa Indians, approved September 1, 2009. SG#4
35. Mayor Cyndy Fuller received the 2009 Athena Award.
36. Worked with local veterans group on proposed improvements to the Veterans Memorial with donations and in-kind labor from the City.
37. Students from Casman Academy conducted garlic mustard (invasive species) pull around the dog park at First Street Beach.
38. Manistee Aquatic Center (community pool) had its grand opening in May. Working with MAPS to enforce requirements of the interlocal agreement whereby City residents are afforded a 50% discount on rates in exchange for an annual \$40,000 contribution from the City for maintenance. SG#5
39. Employed a seasonal police officer to patrol the downtown, Riverwalk, etc. through a grant from the LRBOI. SG#5
40. Worked with Oaks Correctional Facility to provide flexibility in existing intergovernmental agreement to ensure long term viability of the facility in light of State budget deficits & cuts to the Department of Corrections. SG#5

41. Continued practice of providing coordinates for five tribal fish net locations at First Street launch ramp. SG#3
42. Researched fully loaded costs associated with the DDA and downtown maintenance to ensure the DDA received fair services for their maintenance dollars. SG#5
43. City received letter of intent from the federal government to dispose of the North Pier Lighthouse. Researched ownership responsibilities and costs. Council approved this venture, City Staff worked with Manistee County Historical Museum on the application due 11/30/09. The City would assume ownership, the Museum would assume financial maintenance responsibilities. SG#3
44. City Manager Mitch Deisch assisted MRA Board in their drafting of a new Strategic Plan and Office Reorganization. SG#5
45. Reinstated public tours of the fire station. More than 600 people were given tours of the department in 2009.
46. Fire Prevention visits were made to Madison, Jefferson, Kennedy, Manistee Middle School sixth grade, Manistee Catholic Central and Trinity Lutheran Schools.
47. A Committee consisting of Heather Pefley, Denise Blakeslee, Mary Nemecek, Kathie Boyle, Mark Niesen and Cindy Lokovich selected CHOICES of Manistee County as this year's recipient of items donated to the Mitten Tree hosted at City Hall. The tree quickly filled with mittens, hats, socks, scarves and other winter accessories.
48. Parcel Splits / Combinations:
Jeff & Sharry Curtis, 141-149 Washington Street
Edmund Risdon, Cypress & Concord Streets
49. Banner Applications:
Manistee County Relay for Life
World of Arts & Crafts Show
Homegrown Saturdays
Forest Festival
Sidewalk Sale
United Way Campaign
Port City Street Fair
Old Christmas Weekend Festival
FiveCap Toys for Tots - Gifts for Teens

50. Policies:
CP-1 Industrial Park Restrictive Covenants (deleted)
CP-2 Sweetnam & Lakeview Subdivision Utility Charge (amended)
CP-7 Stormwater Control (no changes)
CP-8 Status of Industrial Park (deleted)
CP-9 Nepotism (amended)
CP-14 Implementing Americans with Disabilities Act (deleted)
CP-15 Education (amended)
CP-38 Identify Theft Prevention (new)
GP-53 Updated Memorial Policy
GP-69 New Water Freeze-Up Policy
51. Ordinance Amendments:
09-01 Amend Ch.289 Beautification Committee / Parks Commission
52. Resolutions:
09-01 Support Marine Highway Corridor Designation
09-02 Administrative Professionals Week and Day
09-03 Approve Brownfield Plan for Amptech Redevelopment Project
09-04 Adopt Final Plan for Water System Improvements
09-05 Support Michigan Energy Fair
09-06 2009-2010 Budget Adoption
09-07 MDOT Performance Resolution for Governmental Agencies
09-08 Support Amptech Renaissance 7 Year Sub-Zone
09-09 Mich Local Bridge Imp Program - Maple Street Bridge Upgrades
09-10 MDOT Category A Grant Application
09-11 Adopt Final Plan for Sewer System Improvements
09-12 Sweetnam Drive Street Vacation
09-13 Thanks & Appreciation, Alan Potts
09-14 MDNR Waterways Grant Agreement, Municipal Marina
09-15 State Trunkline Maintenance Contract
09-16 MDOT Category A Grant Application
09-17 Mariah Power Brownfield Plan
53. Proclamations:
Youth Week & Excellence in Education
Parkinson's Awareness Month
National Volunteer Week
Arbor Day / Week
Manistee Ski Teams
Poverty Reduction Awareness Week
Paint the Town Pink Ribbon Walk

54. City Manager Mitch Deisch participated in an International Rotary Service Project in the Dominican Republic to assist in the rebuilding of a community building destroyed by Hurricane Noel in October of 2007.



Manager's Rotary Trip to Dominican Republic

COMMUNITY DEVELOPMENT

1. A public celebration of a milestone for the City of Manistee and the State of Michigan was held on Saturday, September 26, 2009 to recognize the acquisition of the Man-Made Lake property at a cost of \$3,150,000 (approximately MNRTF \$2,015,000; SPC \$750,000; GTRLC \$100,000; City \$100,000 & Donation \$197,000). The property encompasses 23 acres of land that abuts Lake Michigan and most of Man-Made Lake. The acquisition was made possible through a partnership of organizations and will ensure the preservation and protection of unique Lake Michigan resources in perpetuity for public benefit. **SG#3**
2. Resolution of Support for Marine Highway Corridor Designation (between Manistee/Manitowoc) for application by Manistee County. Would provide additional development opportunities for use of our deep water port. **SG#1**
3. Cool Cities Blueprints for Neighborhoods (Peninsula Plan) - We continue to work with MSHDA to extend the deadline for the \$400,000 grant to perform infrastructure work for the redevelopment of the east end of River Street. We are combining the work to be done under the SRF and DWRP funding with the MSHDA grant to get a comprehensive package of sewer separation, water main upgrades, paving and streetscape. **SG#1 & #2**
4. Continued discussions with Filer Township on a joint WWTP Interlocal Agreement. These discussions began in 1994. Brought in leading expert on cooperation agreements, Dr. Lynn Harvey to assist. Both City and Filer working toward a December 31, 2009 agreement. **SG#2 & #5**
5. Mariah Power in a cooperative venture with MasTech, began construction of small residential / commercial wind generators after being granted a PA 328 Tax Exemption Agreement in December 2008. An open house on this project was held April 20 and was attended by Governor Granholm. **SG#1**
6. Beach Conceptual Plans were adopted by City Council on March 17, after a year of meetings and review. Items being incorporated into the Capital Improvement Plan. **SG#3**



7. The Cedars, a drug and alcohol rehabilitation center opened for business in February in the former Tendercare facility. City assisted in code enforcement. **SG#1**
8. Extended AT&T Telecommunications Permit for one year. Estimated \$24,000 in revenue for the Street Improvement Fund. **SG#4**
9. National Weather Service granted lease to install a weather station at Douglas Park. Data will be collected and used for forecasts. Equipment was installed November 3, 2009. **SG#5**
10. Approved Brownfield Plan and Development Agreement for Amptech, 201 Glocheski Drive. Amptech is a contract provider of electronics for the Windspire Program with Mastech and Mariah Power. Resolution to create seven year Renaissance Sub-Zone, development agreement reached. **SG#1**
11. Approved Brownfield Plan for Mariah Power. Provides access to Michigan Business Tax Credits, does not propose to capture any local taxes. **SG#1**
12. City Departments assisted film crews for three movies shot on location in Manistee. **SG#1**
13. Worked with the DDA on Vogue Theater discussions. Building is for sale and facing foreclosure. DDA has secured a \$20,000 grant to perform a structural and market analysis. **SG#1**
14. The City continues to be very successful in drafting and receiving grants. 2009 Grant Applications:

Tree City USA/DTE Energy Foundation Tree Planting \$1,499 - approved
Urban & Community Forestry Program \$3,000 - approved
MDOT Category A, Veterans Drive/Monroe/Glocheski \$378,000- approved
Mich Local Bridge, Maple Street Phase II Electrical \$952,000 - approved
Small Urban Transportation, Portion of First Street \$689,000 - approved

Local Revenue Sharing Board: 2009 Cycle I applied for Fire Department Emergency Power Generator \$15,000 (denied) and Police Department ANSI Certified Jackets and Pants \$6,994 (approved). 2009 Cycle II applied for Fire Department Emergency Power Generator \$15,000 (pending) and Police Department In Car Video Cameras \$23,235 (pending). Over the past eight years the City has received \$456,854 from the LRSB. **SG#1, #2, #3**

15. Business Registrations:

- *Fastenal Company, 84 Division Street
- *Manistee Tax Coach, 50 Filer Street
- *American Auto, 297 First Street
- *10 West Studios, 33 Lake Street
- *Designated Drivers, 283 Second Avenue
- *The Gift House, 378 River Street
- *Little Caesars, 537 Cypress Street
- *Mary Sturdevant Agence, LLC, 115 Washington Street
- *Lucky Lizard Awards & Gifts, 301 Sibben Street
- *Kessler, 85 Division Street
- *Personalized Communications, 135 Washington Street
- *Amptech, Inc., 201 Glocheski Drive
- *Thread, 390 River Street
- *Karat Carat Buyers, 1200 US-31 South
- *The Glenwood, 345 River Street



Beach Aid Stations

OPERATIONS

1. Operational Service Assessment Committee completed RFQ process and recommended Matrix Consulting to Council to perform a city-wide operational service assessment. Contract for \$43,500 was approved in April and the process began. Process included a citizen survey and meetings held in July. The draft report was received for Committee review in November and will be presented to Council and Staff in January 2010. SG#4
2. USW and IAFF contract negotiations. POAM/COAM contract opener regarding wages, voluntarily gave up raises this year to assist the City. All four contracts successfully negotiated for one year.
3. Continued quarterly financial and investment updates to City Council. SG#4
4. Switched fuel card provider to Blarney Castle to reduce fees and markups. SG#4
5. The Board of Review met in March, July and December hearing valuation, poverty exemption, principal residency, mutual mistakes of fact and conditional rescission appeals.
6. Used sidewalk salt box for the first time last winter to spread salt on downtown and side street sidewalks. This piece of equipment will provide for a safer pedestrian environment, especially during heavy crowds like the Sleighbell Festival.
7. Conducted annual spring trash haul in 6.5 days. Approximately 638 yards of refuse were collected.
8. Completed annual stump removal program, 163 stumps were removed by a private contractor. City assisted with cleanup and black dirt.
9. Completed eighth year of beach sampling program. City responsible for Man-Made Lake samples. No beach exceeded human body contact limits in 2009. SG#3
10. The winter of 08-09 was very long and very cold, allowing a very successful season at the Sands Park skating rink. Parks crew utilized a new process to form the rink, using compressed snow as the base and then water is misted, not flooded, creating a white ice surface. This maintained the integrity of the rink better during warm periods. Skating lasted for more than two months. SG#3

11. United Way Campaign, City employees contributed more than \$5,200 toward the 2009 Manistee County Campaign. Sergeant Schmeling ran the program for the City.
12. Radio reads program initiated in 2007 with approximately 2,000 installed. An additional 1,100 were installed in 2008. Combined with those installed by City Staff this program is substantially complete at 98%. This has greatly reduced man hours (from 10 days to 2) needed to do monthly meter reading for the Water Department. Pit meters remain but will be addressed in upcoming years. SG#2
13. Council approved a three-year Riverwalk and Parks Maintenance Agreement with Jason Thompson Landscape in the amount of \$3,100 per month or \$18,600 per year. Additional responsibilities were added to the contract. SG#3
14. Addressed several water freeze-ups during the 2008-2009 winter due to a colder than normal winter. A formal general policy has been drafted to address in the future.
15. Continued to work with the Small Harbors Coalition to secure consistent funding for the USACOE to maintain both commercial and recreational harbors. SG#1
16. Department Director 360 Assessments - Staff designed internal forms to be used. Performed City Assessor and Community Development Officer assessments in 2009.
17. Hired Custom Sheet Metal & Heating as HVAC Maintenance Vendor of Record for City Hall and Ramsdell Theatre. SG#2
18. The winter of 2008-2009 included several major storm events that increased street maintenance/plowing, equipment repairs, salt and fuel costs.
19. City Clerk and Deputy Clerk attended Master Clerk Academy in March.
20. Undertook lightning arrestor study for all City wells. Well 10 is the most receptive to lightning. Staff making plans to address lightning arrestors at all City water wells.
21. City Manager Mitch Deisch maintained ICMA Credential Manager status. Credentialing status requires more than 40 hours of annual training in

specific areas. A report on this training is required to be filed with the ICMA. This is a goal previously set by both the Manager and City Council.

22. Well #6 (primary well) taken down for cleaning at a cost of \$15,000. Well experienced a transformer failure this fall. Action taken to convert to a modern system. Other wells will be similarly addressed in the future. SG#2
23. The launch ramp auto-attendant worked much better in 2009. A committee was created to recommend ways to improve the system, its operation, and maximize revenue. Recommendations for better lighting, signage, and traffic flows will be implemented in 2010. SG#3
24. Utilized ARRA funds through MichiganWorks crews to assist the Parks Department with seasonal maintenance including painting playground equipment, wood chips and sealing at Lighthouse Park and Rietz Park, construction of picnic tables, and other maintenance items. The Clerk's Office also received one worker to assist with Laserfiche scanning and archiving. City of Manistee was recognized as Northwest Michigan Work Site of the Year. DPW Director Jack Garber and Parks Leadman Gary Niesen were specifically recognized for all of their efforts.
25. Denise Blakeslee successfully completed first level of Michigan State University Zoning Administrator Certification Program. This was the first zoning administrator certification offered by the State of Michigan.
26. Mark Niesen successfully completed recertification training as Plan Reviewer and Building Inspector.
27. Clerk's Office hired DS&S Corporation for scanning services. All City Council minute books have been scanned (1869-2009) into the Laserfiche program.
28. Treasurer's Office enlisted the services of Green Flag Profit Recovery to assist in collections of delinquent personal property taxes and other miscellaneous bills.
29. Bids were solicited for the 2009 Tree Planting Program. Awarded to Preferred Lawn & Landscape in the amount of \$14,000.
30. Bids received for a trolley system at the WWTP. Awarded to Manistee Welding for \$14,000.
31. Worked with CDI videographer for website videos.

32. Implemented e-ticketing at the Ramsdell Theatre **SG#4**
33. Utilized Polaris to assist other county law enforcement agencies during emergency situations ie. capsized boat/beach search and remote injuries along the lakeshore. **SG#5**
34. Received an award from the State of Michigan for the City's Street Asset Management Plan. State is using our plan as a sample for other municipalities. Finance Director was a key presenter at the MML Convention in September.
35. The Fire Department conducted fire extinguisher training for all employees at Morton Salt.
36. The Fire Department conducted more than 50 business fire inspections in 2009. This is compared to 23 in 2008.
37. The Fire Department conducted a confined space rescue drill at Morton Salt. These drills support Morton's high level of safety for its many tanks and vessels. **SG#1**



Fire Department Rescue Drill

38. Retirements: George Adams retired February 6, 2009 after 36 years with the City. Bob Kruse retired April 24, 2009 after 40 years with the City.



Hot in Place Demonstration (Davis Street)

DIRECTORY OF OFFICIALS - 2010

Mayor Ilona Haydon
Mayor Pro-Tem Colleen Kenny
Councilmember Robert Hornkohl
Councilmember Hank Yonkman
Councilmember Richard Mack
Councilmember Alan Marshall
(Second District Vacancy)

City Manager Mitchell D. Deisch

DIRECTORY OF OFFICIALS - 2009

Mayor Cynthia Fuller
Mayor Pro-Tem Robert Hornkohl
Councilmember Colleen Kenny
Councilmember Ilona Haydon
Councilmember Hank Yonkman
Councilmember Richard Mack
Councilmember Alan Marshall

City Manager Mitchell D. Deisch